

**STATE OF NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WATER QUALITY
BUREAU OF NONPOINT POLLUTION CONTROL**

**TREATMENT WORKS APPROVAL FOR INDIVIDUAL SUBSURFACE SEWAGE DISPOSAL
SYSTEMS**

INSTRUCTIONS FOR THE APPLICANT

Treatment Works Approval (TWA) - A TWA is required for any individual subsurface sewage disposal system which treats or disposes of wastewater in a manner other than that provided for in the Department's Standards for Individual Subsurface Sewage Disposal Systems (N.J.A.C. 7:9A) or which in any way deviates from the Department's Standards.

Minimum TWA Application Requirements:

1. Treatment Works Approval Permit Application Form (TWA-1) - One (1) original and one (1) copy of a fully executed TWA-1 Form must accompany all applications and be signed and sealed by a Licensed Professional Engineer. Incomplete or improperly completed applications will delay the technical review of the application.
2. Engineer's Report Form (DWQ-006A) - One (1) original and one (1) copy of a fully executed Engineer's Report for Individual Subsurface Sewage Disposal Systems (Form DWQ-006A) must be included with all applications. The DWQ-006A Form (last revised 12/96) must be appended with additional information pertaining to the design's ability to adequately treat and dispose of sanitary wastewater, as required in section 9 of the DWQ-006A. Section 10 of the DWQ-006A must be signed and sealed by a Licensed Professional Engineer. In the case of individual subsurface sewage disposal systems submitted pursuant to N.J.A.C 7:9A-3.9, the application shall not be considered complete unless section 11 of the DWQ-006A has been endorsed by the administrative authority.
3. Project Review Fee - Each application must be accompanied by a check made payable to The Treasurer, State of New Jersey, Environmental Services Fund. The amount of the fee is to be determined based upon the estimated construction cost of the project (item 4 on Form TWA-1) in accordance with the Rules and Regulations Governing 90 Day Construction Permits (N.J.A.C. 7:1C) and amendments thereto. The current fee schedule is included with the application package. The minimum project review fee for Treatment Works Approvals is \$850.00.
4. Construction Cost Estimate - A breakdown of the estimate cost for all items related to the construction of the proposed treatment works must accompany the application package.

5. Technical Submission Requirements - Two (2) sets of Final Engineering Plans and Construction Specifications signed, sealed and dated by a Licensed Professional Engineer for all related appurtenances together with an accompanying technical report prepared by the design engineer shall be submitted with the application. At a minimum the following information shall be included, but not limited to:
- a) Key maps showing the approximate boundaries of the lot(s) on a U.S.G.S. Topographic Quadrangle Map and on a U.S.D.A. Soil Survey Report Map. The requirements for a soil survey map does not apply for projects located in Essex and Hudson Counties, where no modern soil survey is currently available;
 - b) A site plan drawn at a scale adequate to clearly depict the following features within 150 foot radius of the proposed system:
 - i. Location of all components of the proposed system;
 - ii. Boundaries of lot(s);
 - iii. Locations of existing and proposed buildings, roadways, subsurface drains, wells and disposal areas on same and adjacent lots;
 - iv. Existing and finished grade topography at two (2) foot contour intervals;
 - v. Location of all surface water bodies, natural and artificial, wetlands and all springs or areas of groundwater seepage;
 - vi. Location of all existing and proposed surface water diversions along with any area of stormwater management;
 - vii. Location of all bedrock outcrops;
 - viii. Conformance with setback requirements listed in N.J.A.C. 7:9A-4.3;
 - ix. Location of all soil profile pits, soil borings and permeability tests;
 - x. Location of stream encroachment boundaries and flood plain limits for streams within vicinity of the site; and
 - xi. State approved boundaries of any wetland areas or transition areas within the boundaries of the site.
 - c) Soil logs prepared as prescribed in N.J.A.C. 7:9A-5.3;
 - d) Soil suitability class(es) determined in accordance with N.J.A.C. 7:9A-5.4;

- e) Results, data and calculations for all permeability tests performed;
 - f) Wastewater quantity and characteristics;
 - g) Description of all proposed treatment processes;
 - h) Engineering plans and specifications with details for construction of all system components including all design related data and calculations; and
 - i) Operation and maintenance procedures.
6. Standard Forms for Submissions of Soils/Engineering Data (Appendix B Forms) - Two (2) fully executed copies of all applicable Standard Forms for Submissions of Soils/Engineering Data (Appendix B Forms) or local health department equivalent, must be signed and sealed by a Licensed Professional Engineer and accompany the application package.
7. Prior Local Approvals - Copies of *signed Domestic Return Receipts* of notification of the municipal planning board and municipal environmental commission or county environmental commission must accompany the application package. If no municipal or county environmental commission exists then a certification by the design engineer stating such is required.
8. Pinelands Commission Approval - Two (2) copies of Pinelands Commission Approval for projects located within the jurisdiction of the Pinelands Commission (as defined in N.J.S.A. 13:18A-1 et seq.), applications must include either a Notice of Filing, a Certificate of Compliance, a Certificate of Filing, a Development Approval or a written statement from the Pinelands Commission that no approval is required.